



CREATING TOMORROW & BEYOND

ECO WORLD DEVELOPMENT GROUP BERHAD

(Registration No. 197401000725 (17777-V))

(Incorporated in Malaysia)

**ADMINISTRATIVE GUIDE FOR THE
FORTY-EIGHTH ANNUAL GENERAL MEETING (“48TH AGM”)**

Day and Date	:	Thursday, 24 March 2022
Time	:	3.00 p.m.
Broadcast Venue	:	Bukit Bintang City Centre Sales Gallery, No. 2, Jalan Hang Tuah, 55100 Kuala Lumpur, Wilayah Persekutuan, Malaysia.
Online Meeting Platform	:	Securities Services e-Portal at https://sshbs.net.my/

Virtual Meeting

1. In light of the Covid-19 pandemic, the 48th AGM will be conducted virtually through live streaming and online remote voting using the Remote Participation and Voting facilities (“RPV”) to be provided by SS E-Solutions Sdn. Bhd. (“SSESB”) via Securities Services e-Portal (“SS e-Portal”) at <https://sshbs.net.my/>.
2. Only members whose names appear in the Record of Depositors as at 17 March 2022 shall be eligible to participate and vote at the 48th AGM.
3. Please follow the procedures set out in the SS e-Portal User Guide provided in the enclosed Appendix A in order to register, participate and vote remotely via the RPV for the 48th AGM.
4. Please note that the SS e-Portal is best viewed on the latest versions of Chrome, Firefox, Edge and Safari. The quality of connection to the live broadcast is dependent on the bandwidth and stability of the internet connection at the location and the device used by the participants.

Remote Participation and Voting Facilities

5. With the RPV, members may exercise their rights as a member of the Company to participate and vote remotely at the 48th AGM. Alternatively, members may also appoint proxies or the Chairman of the 48th AGM as their proxy to attend and vote on their behalf at the 48th AGM. Please refer to the SS e-Portal User Guide set out in Appendix A for further details.
6. Members or corporate/authorised representatives/attorneys of corporate members who wish to participate at the 48th AGM are required to:

i.	Register as a user of the SS e-Portal	no later than Sunday, 20 March 2022
ii.	Register for the remote participation	no later than Thursday, 24 March 2022 at 3.00 p.m.

7. Corporate/authorised representatives or attorneys appointed by power of attorney who wish to participate at the 48th AGM via RPV, may need to submit their original/certified certificate of appointment of corporate representative or power of attorney upon request for verification purposes to SSESB at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan or upload the certified certificate of appointment of corporate representative or power of attorney to the SS e-Portal at <https://sshbs.net.my/> **no later than Thursday, 24 March 2022 at 3.00 p.m.**
8. Should participants’ application to join the 48th AGM be approved, the system will make available to participants the rights to join the live streamed meeting and to vote remotely. The login to SS e-Portal by members, proxies or corporate/authorised representatives/attorneys of corporate members on the day of the 48th AGM will indicate their presence at the 48th AGM.

Appointment of Proxy

9. Members who appoint proxies to participate at the 48th AGM via RPV must ensure that the duly executed Form of Proxy are deposited in accordance with the notes and instructions printed therein **no later than Tuesday, 22 March 2022 at 3.00 p.m.** If members wish to submit the Form of Proxy electronically via SS e-Portal, please follow the procedures set out in the SS e-Portal User Guide as enclosed in Appendix A. Members are strongly encouraged to appoint the Chairman of the 48th AGM as their proxy if they are unable to participate and vote at the 48th AGM.
10. Corporate members through corporate/authorised representatives or attorneys who wish to appoint proxies or the Chairman of the 48th AGM as their proxy(ies) via SS e-Portal to attend and vote on their behalf at the 48th AGM, may need to submit their original/certified certificate of appointment of corporate representative or power of attorney upon request for verification purposes to SSESB at Level 7, Menara Milenium, Jalan Damanlela, Pusat Bandar Damansara, Damansara Heights, 50490 Kuala Lumpur, Wilayah Persekutuan, **no later than Tuesday, 22 March 2022 at 3.00 p.m.**
11. A member who wishes to appoint a proxy who is not an existing user of SS e-Portal to participate at the 48th AGM via RPV must request his/her/its proxy to register himself/herself as a user of the SS e-Portal at <https://sshbsb.net.my/> in accordance with the procedures set out in the SS e-Portal User Guide (as enclosed in Appendix A), **no later than Sunday, 20 March 2022**. All appointed proxies need not register for remote participation. Upon processing of your Form of Proxy, the proxies will be granted access to the RPV at the 48th AGM.

Poll Voting

12. The voting at the 48th AGM will be conducted by way of poll in accordance with Paragraph 8.29A of the Main Market Listing Requirements of Bursa Malaysia Securities Berhad. The Company has appointed SSESB as the Poll Administrator to conduct the poll voting via SS e-Portal and GovernAce Advisory & Solutions Sdn. Bhd. as the Scrutineers to verify the poll results. Upon completion of the voting session for the 48th AGM, the Scrutineers will verify and announce the poll results followed by the Chairman's declaration whether the resolutions are duly passed.

Submission of Questions

13. Members, proxies or corporate representatives may submit questions before the 48th AGM to the Chairman or Board of Directors ("**Board**") electronically by email to eservices@sshbsb.com.my no later than **Tuesday, 22 March 2022 at 3.00 p.m.** or via real time submission of typed texts through a text box within SS e-Portal at <https://sshbsb.net.my/> before the start or during the live streaming of the 48th AGM.

Enquiry

14. If you have any enquiries relating to the SS e-Portal or proxy appointment prior to the 48th AGM, or encounter any technical issues to participate in the virtual 48th AGM, please contact the following persons during office hours from Monday to Friday, 8.30 a.m. to 12.15 p.m. and from 1.15 p.m. to 5.30 p.m.:

SS E Solutions Sdn. Bhd.

General Line : +603-2084 9000

Email : eservices@sshbsb.com.my

Officers : Mr Wong Piang Yoong (DID: +603 2084 9168)

Ms Lee Pei Yeng (DID: +603 2084 9169)

Ms Rachel Ou (DID: +603 2084 9161)

Securities Services e-Portal (“SS e-Portal”) User Guide

BEFORE THE 48th ANNUAL GENERAL MEETING (“48th AGM”)

**(A) Sign-Up for A User Account at SS e-Portal
(PLEASE SIGN-UP BY SUNDAY, 20 MARCH 2022)**

- Step 1: Visit <https://sshbsb.net.my/>
 Step 2: Sign-up for a user account.
 Step 3: A notification email will be sent to you within one (1) working day.
 Step 4: Please verify your user account by logging into the SS e-Portal within seven (7) days of the notification email.

- Notes:
- SSESB requires one (1) working day to process all user sign-ups. If you do not have a user account with the SS e-Portal, you will need to sign up for a user account by 20 March 2022.
 - **This is a ONE-TIME registration.** If you are already a registered user of SS e-Portal, you need not register again.
 - Your email address is your User ID.
 - Please proceed to either (B) or (C) below once you are a registered user.

**(B) Register for Remote Participation at the 48th AGM
(PLEASE REGISTER BY THURSDAY, 24 MARCH 2022 AT 3.00 P.M.)**

- Step 1: Log in to <https://sshbsb.net.my/> with your registered User ID (email address) and password.
 Step 2: Look for **Eco World Development Group Berhad** under Company Name and **48th AGM on 24 March 2022 at 3:00 p.m. – Registration for Remote Participation** under Corporate Exercise / Event and click “>” to register for remote participation at the 48th AGM.
 Step 3: Select whether you are participating as:
 - Individual shareholder; or
 - Corporate or authorised representative of a body corporate #.
 Step 4: Submit your registration.

- Notes:
- A copy of your e-Registration for remote participation can be accessed via **My Records** (refer to the left navigation panel).
 - Your registration will apply to all the **CDS account(s)** of each individual shareholder/body corporate shareholder that you represent. If you are both an individual shareholder and representative of body corporate(s), you need to register as an individual and also as a representative for each body corporate.
 - Upon verification by the Poll Administrator against the Record of Depositors as at 17 March 2022, you will receive an email on your eligibility to participate at the 48th AGM.

**(C) Submit e-Proxy Form
(PLEASE SUBMIT BY TUESDAY, 22 MARCH 2022 AT 3.00 P.M.)**

- Step 1: Log in to <https://sshbsb.net.my/> with your registered User ID (email address) and password.
 Step 2: Look for **Eco World Development Group Berhad** under Company Name and **48th AGM on 24 March 2022 at 3:00 p.m. – Submission of Proxy Form** under Corporate Exercise / Event and click “>” to submit your e-Proxy Form online for the 48th AGM.
 Step 3: Select whether you are submitting the e-Proxy Form as:
 - Individual shareholder; or
 - Corporate or authorised representative of a body corporate #.
 Step 4: Enter your CDS account number or the body corporate’s CDS account number and corresponding number of securities. Then enter the information of your proxy(ies) and the securities to be represented by your proxy(ies).
 Step 5: Proceed to indicate how your votes are to be casted against each resolution.
 Step 6: Review and confirm your e-Proxy Form details before submission.

- Notes:
- You are strongly encouraged to appoint the Chairman of the 48th AGM as the proxy in the event you are unable to participate remotely.
 - A copy of your submitted e-Proxy Form can be accessed via **My Records** (please refer to the left navigation panel).
 - You need to submit your e-Proxy Form for every CDS account(s) you have or represent.
 - **All appointed proxies need not register for remote participation under (B) above but if they are not registered users of the SS e-Portal, they will need to register as users of the SS e-Portal under (A) above by 20 MARCH 2022. PLEASE NOTIFY YOUR PROXY(IES) ACCORDINGLY.**
 - Upon processing the e-Proxy Forms, access for the remote participation at the 48th AGM will be granted to the proxy(ies) instead of the shareholder(s) provided the proxy(ies) are the registered user(s) of the SS e-Portal, failing which, the proxy(ies) will not be able to participate at the 48th AGM.
 - Upon verification by the Poll Administrator, your proxy will receive an email of his/her eligibility to participate at the 48th AGM.

For body corporates, the appointed corporate/authorised representatives must upload the evidence of authority (e.g. Certificate of Appointment of Corporate Representative, Power of Attorney, letter of authority or other documents proving authority). All documents that are not in English or Bahasa Malaysia must be accompanied by a certified translation in English in one (1) file.

ON THE DAY OF THE 48th AGM

(A) Joining the Live Stream Meeting (eLive)

eLive Access Date and Time

Thursday, 24 March 2022 at 2:30 p.m.

Commencement of 48th AGM

Thursday, 24 March 2022 at 3:00 p.m.

- Step 1: Log in to <https://sshsb.net.my/> with your registered User ID (email address) and password.
- Step 2: Look for **Eco World Development Group Berhad** under Company Name and **48th AGM on 24 March 2022 at 3:00 p.m. – Live Stream Meeting** under Corporate Exercise / Event and click ">" to join the 48th AGM.

Notes:

- You can start to login 30 minutes before the commencement of the 48th AGM as mentioned above.
- If you have any questions to raise, you may use the text box to transmit your question. The Chairman/Board/Management will endeavour to respond your questions during the 48th meeting.

(B) Remote Online Voting during the Meeting (eVoting)

eVoting Access Date and Time

Thursday, 24 March 2022 at 3:00 p.m.

eVoting Closing Date and Time

As directed by the Chairman of the 48th AGM.

- Step 1: If you are logged in to the SS e-Portal and already accessing the Live Stream Meeting, click **Proceed to Vote** under the live stream player.
OR
If you are not logged in yet, please log in to the SS e-Portal, at <https://sshsb.net.my/> with your registered User ID (email address) and password.
Look for **Eco World Development Group Berhad** under Company Name and **48th AGM on 24 March 2022 at 3:00 p.m. – Remote Voting** under Corporate Exercise / Event and click ">" to remotely cast and submit the votes online for the resolutions tabled at the 48th AGM.
- Step 2: Cast your votes by clicking on the radio buttons against each resolution.
- Step 3: Review your casted votes and submit the votes.

Notes:

- The access to eVoting will be opened on the abovementioned date and time.
- Your casted votes will apply throughout all the CDS accounts you represent as an individual shareholder, corporate/authorised representative and proxy. Where you are attending as a proxy, and the shareholder who appointed you has indicated how the votes are to be casted, we will take the shareholder's indicated votes in the proxy form.
- A copy of your submitted e-Voting can be accessed via **My Records** (please refer to the left navigation panel).

(C) End of the Live Stream Meeting (eLive)

The live streaming will end upon the announcement by the Chairman on the closure of the 48th AGM.